



AIRPORT COMMISSION MEETING MINUTES

August 13, 2013

Meeting of the: **AIRPORT COMMISSION OF THE CITY OF NEW HOLSTEIN**
Date/Time: **Tuesday, August 13, 2013 at 8:00 a.m.**
Location: **New Holstein Airport Terminal, 3015 Wisconsin Ave., New Holstein WI 53061**
Members Present: Bob Bosma, Tom Konopka, Chuck Mayer, Dave Miller
Others Present: Dianne Reese, Rosalie Fromm, Ron Karrels

The meeting was called to order by Commission member Bosma.

It was duly noted that the meeting was properly announced.

Roll call was taken by Clerk Langenfeld.

A motion was made by Miller, seconded by Konopka, and carried to approve the agenda.

A motion was made by Miller, seconded by Konopka, and carried to approve the minutes from the previous meeting.

Neither Public Participation nor communications occurred.

A motion was made by Miller, seconded by Konopka, and carried to renew the FBO agreement as presented.

The Commission reviewed the need for additional hot water for the showers at the terminal during heavy usage. An on-demand water heater is being offered to the City and Bosma will look into the ability to install it at the terminal.

Reese reviewed with the Commission the need to upgrade the electrical in the hangar. A motion was made by Mayer, seconded by Konopka, and carried to have Reese follow-up with a quote on upgrading the electrical.

Reese indicated that FBO Welch will be addressing the repairs to the globe light and beacon light.

The Commission discussed the idea of relocating the Memorial Park Flag Pole and benches to the Airport. Reese indicated that she would look into this.

The Commission reviewed the hangar maintenance items. The Commission agreed that instead of painting the wood on the exterior, an estimate should be requested to put aluminum siding on instead. The Public Works Department will be requested to repair the gasket on the overhead doors.

Clerk Langenfeld presented the attached fuel sales history. A motion was made by Miller, seconded by Mayer and carried to keep the price per gallon at \$5.85.

The Commission reviewed hosting Airport Day as an annual event. Langenfeld mentioned that the local EAA Chapter should be invited to be a part of the event. Mayer indicated that he would contact the EAA Chapter for Sheboygan to see if they would be interested. A motion was made by Miller, seconded by Konopka, and carried to approve hosting Airport Day on the fourth Sunday in July on an annual basis and the Commission requested that money be budgeted to assist in covering the expenses.

Langenfeld presented the proposed 2014 Budget.

The Commission reviewed the 2013-2018 WBOA Program, and requested to have Andy Trimble from the WDOT attend a future meeting to review our funding and ALP list. The Commission also request to have Andy address the best method of having surrounding land owners remove trees that are in the flight path of the runway.

The Terminal Project has been completed.

On behalf of Perry Welch, Dianne Reese provided the following update: The weather station satellite shifted during a windstorm and should be mounted to the roof; a line extension for the air compressor is desired.

Bosma presented information on the upcoming Land Use Conference. The Commission requested that Welch should be informed to see if he would like to attend.

Being no further business the meeting adjourned.

Cassandra Langenfeld
City Clerk